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ABSTRACT

Portfolios are increasingly being used to demonstrate competence and to show development needs among employees in organizations. This book explains what a portfolio is and how it links with the current training revolution taking place through the introduction of National Vocational Qualifications (NVQs) in Great Britain. It shows how portfolios can be used within an organization's own training and development program. Included are real-life examples from companies and organizations that show different ways of using portfolios. Topics covered include the following: portfolios for personal, professional, team, and organizational development; model for portfolio development; pitfalls and how to overcome them; accreditation or effectiveness; setting up a portfolio approach; organizing a portfolio; and culture change. The last chapter contains exercises for individual, team, and organizational portfolio development. Contains 33 references. (KC)

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